

**Town of Kensington
Minutes of Regular Council Meeting
Monday March 14, 2011
7:00 PM**

Council Members Present: Mayor Gordon Coffin; Deputy Mayor Chessman,
Councillors: Gallant, Caseley, Spencer, Mill and MacLean

Staff Members Present: Chief Administrative Officer, Geoff Baker ; Deputy
Administrator, Wendy MacKinnon; Administrative
Assistant, Kim Verhulp; Police Chief, Lewis Sutherland

Visitors: Laura MacPherson from GO! PEI

1. Calling of Meeting to Order

1.1 Mayor Gordon Coffin called the meeting to order at 7:00 PM and welcomed Council members, staff and visitors.

2. Approval of Tentative Agenda

2.1 *Moved by Deputy Mayor Chessman, seconded by Councillor MacLean to approve the tentative agenda for the March 14th, 2011 regular meeting of Town Council. Unanimously carried.*

3. Presentation by Laura MacPherson from GO!PEI

3.1 Laura MacPherson from GO!PEI reported to Town Councillors on the Kensington GO!PEI program for 2010/2011. Kensington area residents represented 15% of the total participation for GO!PEI across the Province. Laura expressed great appreciation to the GO!Kensington leaders for a fantastic 2010/2011 year.

4. Approval of Minutes of Previous Meeting

4.1 *Moved by Councillor Spencer, seconded by Deputy Mayor Chessman to approve the minutes for the February 14, 2011 regular Council Meeting. Unanimously carried.*

5. Business Arising from Minutes

5.1 Minutes from February 14th, 2011 Regular Council Meeting

5.1.1 Deputy Mayor Chessman announced that the recently purchased trackless has been delivered.

5.1.2 Councillor MacLean inquired if there has been any progress in working with the Frosty Treat to provide a cleared walkway at the front of their property. The Town Manager responded that he will contact the Frosty

Treat throughout the summer to work towards a cleared walkway through the 2011/2012 winter season.

- 5.1.3** Councillor Spencer inquired as to the status of the new rental agreements for Town Hall tenants. The Town Manager reported that the rental agreements are near completion and will be signed and in place prior to the May 1st deadline, excepting the Provincial government medical centre agreements. They are required to be drafted by the Province and may be completed prior to May 1st. If they are not completed by the May 1st deadline, all rents will be payable retroactively to May 1st.

6. Committee Reports

6.1 Police Report

- 6.1.1** *Moved by Councillor MacLean, seconded by Councillor Caseley to adopt the February 2011 Police Committee Report as prepared by Police Chief Lewis Sutherland. Unanimously carried.*

- 6.1.2** Police Chief Sutherland introduced a new addition to the Police department's staff compliment, Cst. Craig Murphy. Cst Murphy replaced Cst. Daniel Quinn who has accepted a new position in Nova Scotia. Mayor Coffin welcomed Cst. Murphy to the Town of Kensington team.

- 6.1.3** Significant discussion was held regarding the policing contract between the Community of Borden Charlton and the Town of Kensington. Councillor MacLean requested that Council consider the counter proposal from the Community of Borden Charlton for a final decision.

Moved by Councillor MacLean, seconded by Councillor Gallant to enter into a Memorandum of Understanding (MOU) with the Community of Borden-Carleton to provide certain key policing assistance services for a one year period. Any additional expenses falling outside the scope of the MOU, i.e. major files will be subject to additional fees. Motion carried. 5 for – 1 opposed (Councillor Chessman).

6.2 Property Committee Report

- 6.2.1** *Moved by Councillor Spencer, seconded by Councillor Mill to approve a building permit for Alantra Leasing Inc to construct an 8' chain link fence around the perimeter of two properties located at 6 & 8 Gerald McCarville Drive. Such approval is subject to compliance with all other relevant federal, provincial and municipal legislation and regulations. Unanimously carried.*

- 6.2.2** Capital Construction costs with respect to the Town's Boundary Expansion should be available from Delcom Engineering with the next week to two weeks. Once received they will be presented to Property Committee.

6.3 Parks and Recreation

- 6.3.1** The 2011 Winter Carnival had another successful year. Councillor Mill thanked all Town Councillors, volunteers, and staff that helped make the event possible. A special thanks to all the sponsors including Commercial Construction for creating the snow hill, Kensington Scotia Bank for hosting the BBQ and Hot Chocolate, Kensington Club and Wade Caseley for clearing a path for the Sleigh Rides. A special thanks was given to the Winter Carnival Organizing Committee made up of Councillor Mill, Tara LeBlanc, David Gallant, Cindy Doucette, Rachel Vaillancourt, Tiana Davis and Nicole Paynter.
- 6.3.2** Councillor Mill requested that Town Council recognize the need for increased recreation services within the Town of Kensington during budget deliberations.
- 6.3.3** *Moved by Councillor Mill, seconded by Councillor Gallant to adopt the February 2011 report for Parks, Recreation and Special Events as prepared by Councillor Mill. Unanimously carried.*

6.4 Public Works Report

- 6.4.1** *Moved by Deputy Mayor Chessman, seconded by Councillor Caseley to adopt the February 2011 Public Works Report as prepared by Deputy Mayor Chessman. Unanimously carried.*
- 6.4.2** A information letter will be sent to all affected businesses within the Town of Kensington outlining the requirement for properly installed and maintained grease traps.
- 6.4.3** The boardwalk and ramps at the Kensington Train Station Complex requires significant repairs. The Public Works Committee will review the issue and report back to Town Council at a later date.

Moved by Deputy Mayor Chessman, seconded by Councillor Mill to recess for 10 minutes at 9:05 PM. Unanimously carried.

Mayor Coffin called meeting back to order at 9:15PM.

- 6.4.4** *Moved by Deputy Mayor Chessman, seconded by Councillor Caseley to remove the Jeanne Lynn Mobile Home Park streets from the Town's annual Winter Maintenance Agreement with the Province of PEI. A letter will be sent to the owners of the Park to notify them of this change. Unanimously carried.*
- 6.4.5** A letter of appreciation will be sent to Island Coastal to thank Brad Parson's for his excellent work in completing the Snow Removal Contract for 2010-2011.

6.5 Fire Report

- 6.5.1** Councillor Gallant has met with Volunteer Fireman Derek Folland to determine what surplus equipment the fire department is intent on donating to the Manitoba Association of Native Fire Fighters.

Moved by Councillor Gallant, seconded by Councillor Mill to approve the donation of the 1977 tanker truck and surplus fire equipment which includes: 2- 8' Hard Suction Lines, 2- Spanner Wrenches, 1- Grated Y, 1- Electric Exhaust Fan, 2- Ladders, 1- 2.5" Draft Line, 4 Bunker Gear, 1- Portable water tank, 5- Old long fire coats and 300' of canvas hose (4 rolls) to the Manitoba Association of Native Fire Fighters. Unanimously carried.

- 6.5.2** Councillor Gallant attended the Annual Fire District Meeting.

- 6.5.3** *Moved by Councillor Gallant, seconded by Councillor Spencer to adopt the February 2011 Fire Report as prepared by Councillor Gallant. Unanimously carried.*

6.6 Finance Report

- 6.6.1** *Moved by Councillor Caseley, seconded by Deputy Mayor Chessman to adopt the financial report for the month of February 2011, as prepared by Councillor Caseley. Unanimously Carried.*

- 6.6.2** *Moved by Councillor Caseley, seconded by Councillor Spencer to cancel the accidental insurance policy for elected officials. Unanimously carried.*

- 6.6.3** *Moved by Councillor Caseley, seconded by Councillor MacLean to approve an operating line of credit of \$325,000.00 from the Scotiabank for the General Account #10793 00034 17. Any two of the Mayor, Town Manager and Deputy Administrator are authorized for signing authority. Unanimously carried.*

- 6.6.4** *Moved by Councillor Caseley, seconded by Councillor MacLean to approve an operating line of credit of \$160,000.00 from the Scotiabank for the Water and Pollution Control Corporation Account #10793 00625 10. Any two of Mayor, Town Manager and Deputy Administrator are authorized for signing authority. Unanimously carried.*

- 6.6.5** *Moved by Councillor Caseley, seconded by Deputy Mayor Chessman to approve the payment of bills in the amount of \$143,816.63 for the month of February 2011. Unanimously carried.*

- 6.6.6** *Moved by Councillor Caseley, seconded by Councillor Spencer to approve the Income Statement Summary as of February 28, 2011 as presented by Councillor Caseley. Unanimously carried.*

6.7 Mayor's Report

- 6.7.1** The next visioning session for Town Council will be scheduled at the Regular Monthly Meeting of Town Council in April.
- 6.7.2** The Lt. Col. E.W. Johnstone Royal Canadian Legion Branch #9 in Kensington will host a Flag Presentation to the Town of Kensington on Sunday, March 20th, 2011. WO Michael Hopping CD1 & Cpl Glynn Doucette, members of the Canadian Forces, flew the Town of Kensington flag while serving for the Kandahar Provincial Reconstruction Team during Rotation 9 at Camp Nathan Smith, Kandahar, Afghanistan. Councillors and families have been invited to attend.
- 6.7.3** A request has been made to the Town to purchase tickets for the local MLA Fundraiser Dinner. The Town will not purchase tickets however if Councillors wish to attend, they may purchase tickets.
- 6.7.4** An Order from IRAC has been received in regards to the Randal Caseley Appeal.
- 6.7.5** A discussion was held around the Town of Kensington purchasing a property located at 47 Broadway Street N, known as the "Tickles Building".

Moved by Councillor Caseley, seconded by Deputy Mayor Chessman to purchase the "Tickles Building" located at 47 Broadway Street N for the purchase price of \$75,000.00. Closing date will be determined with the realtor and property owner. Unanimously carried.

6.7.6 Borrowing Resolution – 47 Broadway Street

WHEREAS the Town Council has agreed to pursue the purchase of a property located at 47 Broadway Street N in the Town of Kensington, commonly known as the "Tickles Building";

AND WHEREAS Town Council is aware that the current purchase price has been set at \$75,000.00;

AND WHEREAS the closing costs, building demolition costs, and initial property maintenance costs are estimated at \$ 15,000.00;

BE IT RESOLVED that the Town of Kensington be empowered to borrow up to \$90,000.00 from the Scotiabank, Summerside repayable in full by Town Council over an amortization period not to exceed 20 years.

Unanimously carried.

7. Energy Audit Implementation Project

- 7.1** *Moved by Deputy Mayor Chessman, seconded by Councillor Caseley to award the contract for the installation of a Variable Frequency Drive at the Wastewater*

Treatment Plant to Entire Mechanical Contractors as per their quote dated December 3, 2010 in the amount of \$30,545.45 plus applicable taxes. Unanimously carried.

- 7.2 *Moved by Deputy Mayor Chessman, seconded by Councillor Spencer to award the contract for building envelope sealing at the Town Hall, Train Station and the Public Works Maintenance Shop to Entire Mechanical contractors as per their quote dated December 3, 2010 in the amount of \$\$4,309.50 plus applicable taxes. Unanimously carried.*
- 7.3 *Moved by Deputy Mayor Chessman, seconded by Councillor MacLean to award the contract for the installation of controls and automation at the Town Hall, Water Controls Building, Train Station and the Public Works Maintenance Shop to Entire Mechanical Contractors as per their quote dated December 3, 2010 in the amount of \$10,195.40 plus applicable taxes. Unanimously carried.*
- 7.4 *Moved by Deputy Mayor Chessman, seconded by Councillor Mill to award the contract for lighting upgrades at the Town Hall, Train Station, Wastewater Treatment Facility and Water Controls Building to Lee Pidgeon Electrical Ltd. as per their quote dated November 30, 2010 in the amount of \$9,871.00 plus applicable taxes. Unanimously carried.*
- 7.5 *Moved by Deputy Mayor Chessman, seconded by Councillor Gallant to award the contract for lighting upgrades at the Farmers Market to AG Electric as per their quote dated December 3, 2010 in the amount of \$9,870.00 plus applicable taxes. Unanimously carried.*

8. Mayor and Council Remuneration Bylaw – Second Reading and Formal Adoption

At the February meeting, Councillors gave first reading to a Remuneration Bylaw to provide for the remuneration of the Mayor, Deputy Mayor and Town Councillors. The bylaw was read the first time with clause 2.7 regarding insurance of elected officials against accident having first been removed. To formally enact the bylaw, second reading and formal adoption is required.

- 8.1 *Moved by Councillor Caseley, seconded by Deputy Mayor Chessman to approve second reading of the Mayor and Council Remuneration Bylaw #2011-02. Unanimously carried.*
- 8.2 *BE IT RESOLVED that the Town of Kensington formally adopt and approve the Mayor and Council Remuneration Bylaw #2011-02. Moved by Councillor Caseley, seconded by Deputy Mayor Chessman. Unanimously carried.*

9. Committee of the Whole (In Camera)

- 9.1 *Moved by Councillor Caseley, seconded by Councillor Chessman to commence into committee of the whole meeting at 10:23. Unanimously carried.*
- 9.2 *Moved by Councillor Mill, seconded by Councillor Caseley to come out of committee of the whole meeting at 10:54 PM. Unanimously carried.*

10. Correspondence

- Information Material on the Health PEI Expo
- Thank-You card from the Kensington – Bedford Hockey Team
- Council of Disabled Newsletter

11. Adjournment

Moved by Councillor Spencer, seconded by Deputy Mayor Chessman to adjourn the meeting at 11:00 PM. Unanimously carried.

Wendy MacKinnon,
Deputy Administrator

Gordon Coffin,
Mayor